



[6705-01-P]

**FARM CREDIT ADMINISTRATION**

**Privacy Act of 1974; System of Records**

**AGENCY:** Farm Credit Administration.

**ACTION:** Notice of a Modified System of Records.

**SUMMARY:** Pursuant to the provisions of the Privacy Act of 1974, as amended, notice is hereby given that the Farm Credit Administration (FCA or Agency) is amending an existing system of records, FCA-3-Property Accountability Records-FCA.

**DATES:** You may send written comments on or before (Insert 30 days after publication in the Federal Register). FCA filed an amended System Report with Congress and the Office of Management and Budget on June 16, 2020. This notice will become effective without further publication on (Insert 40 days after publication in the Federal Register) unless modified by a subsequent notice to incorporate comments received from the public.

**ADDRESSES:** We offer a variety of methods for you to submit your comments. For accuracy and efficiency, commenters are encouraged to submit comments by e-mail or through the FCA's Web site. As facsimiles (fax) are difficult for us to process and achieve compliance with section 508 of the Rehabilitation Act, we are no longer accepting comments

submitted by fax. Regardless of the method you use, please do not submit your comment multiple times via different methods. You may submit comments by any of the following methods:

- E-mail: Send us an e-mail at [reg-comm@fca.gov](mailto:reg-comm@fca.gov).
- FCA Web site: <http://www.fca.gov>. Click inside the "I want to..." field, near the top of the page; select "comment on a pending regulation" from the dropdown menu; and click "Go." This takes you to an electronic public comment form.
- Mail: David Grahn, Director, Office of Regulatory Policy, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090.

You may review copies of comments we receive at our office in McLean, Virginia, or from our Web site at <http://www.fca.gov>. Once you are in the Web site, click inside the "I want to..." field, near the top of the page; select "find comments on a pending regulation" from the dropdown menu; and click "Go." This will take you to the Comment Letters page, where you can select the SORN for which you would like to read public comments. The comments will be posted as submitted but, for technical reasons, items such as logos and special characters may be omitted. Identifying information that you provide, such as phone numbers and addresses, will be publicly available.

However, we will attempt to remove e-mail addresses to help reduce Internet spam.

**FOR FURTHER INFORMATION CONTACT:**

Autumn R. Agans, Privacy Act Officer, Farm Credit Administration, McLean, Virginia 22102-5090, (703) 883-4020, TTY (703) 883-4019.

**SUPPLEMENTARY INFORMATION:** This publication satisfies the requirement of the Privacy Act of 1974 that agencies publish a system of records notice in the Federal Register when there is a revision, change, or addition to the system of records.

The Property Accountability Records-FCA system is used to maintain control over accountable property. The Agency is updating the notice to reflect changes to the categories of individuals, and to make administrative updates as well as non-substantive changes to conform to the SORN template requirements prescribed in the Office of Management and Budget (OMB) Circular No. A-108. The substantive changes and modifications to the currently published version of FCA-3-Property Accountability Records-FCA include:

1. Identifying the records in the system as unclassified.
2. Updating the system location to reflect the system's current location.

3. Updating the system managers to reflect the system's current owner.
4. Updating the authorities to align with the latest statutory provisions related to property management.
5. Expanding and clarifying how records may be stored and retrieved.
6. Revising the retention and disposal section to reflect updated guidance from the National Archives and Records Administration.
7. Revising the safeguards section to reflect updated cybersecurity guidance and practices.

Additionally, non-substantive changes have been made to the notice to align with the latest guidance from OMB.

The amended system of records is: FCA-3-Property Accountability Records-FCA. As required by 5 U.S.C. 552a(r) of the Privacy Act, as amended, FCA sent notice of this proposed system of records to the Office of Management and Budget, the Committee on Oversight and Government Reform of the House of Representatives, and the Committee on Homeland Security and Governmental Affairs of the Senate. The notice is published in its entirety below.

**System Name and Number:**

FCA-3-Property Accountability Records-FCA.

**Security Classification:**

Unclassified.

**System Location:**

Office of Agency Services, Farm Credit Administration, 1501  
Farm Credit Drive, McLean, VA 22102-5090.

**System Manager:**

Property Management Officer, Office of Agency Services,  
Farm Credit Administration, 1501 Farm Credit Drive, McLean,  
VA 22102-5090.

**Authority for Maintenance of the System:**

The Federal Property Management Reform Act of 2016, 40.  
U.S.C. 621; 12 U.S.C. 2243, 2252.

**Purposes of the System:**

We use information in this system of records to maintain  
control over accountable property.

**Categories of Individuals Covered by the System:**

Current and former FCA employees.

**Categories of Records in the System:**

This system contains records identifying accountable  
property issued for official use. It includes the  
manufacturer's model and serial number of the accountable  
property, record number, unique bar code number,  
acquisition document identifier (purchase order or contract  
number), vendor's name, acquisition cost, in-service date,

classification (by type of accountable property) number, employee to whom assigned, and employee's location.

**Record Source Categories:**

Information in this system of records comes from the person to whom property is issued.

**Routine Uses of Records Maintained in the System, Including Categories of Users and Purposes of Such Uses:**

See the "General Statement of Routine Uses" (64 FR 8175).

Disclosure to consumer reporting agencies:

None.

**Policies and Practices for Storage of Records:**

Records are maintained electronically in a computerized database.

**Policies and Practices for Retrieval of Records:**

Records are retrieved by name, assigned property number, or some combination thereof.

**Policies and Procedures for Retention and Disposal of Records:**

Records are retained in accordance with the National Archives and Records Administration's General Records Schedule requirements for storing accounting files, and with the FCA Comprehensive Records Schedule.

**Administrative, Technical, and Physical Safeguards:**

FCA implements multiple layers of security to ensure access to records is limited to those with a need-to-know in support of their official duties. Records are physically safeguarded in a secured environment using locked file rooms, file cabinets, or locked offices and other physical safeguards. Computerized records are safeguarded through use of user roles, passwords, firewalls, encryption, and other information technology security measures. Only personnel with a need-to-know in support of their duties have access to the records.

**Record Access Procedures:**

To obtain a record, contact: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

**Contesting Record Procedures:**

Direct requests for amendments to a record to: Privacy Act Officer, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, as provided in 12 CFR part 603.

**Notification Procedure:**

Address inquiries about this system of records to: Privacy Act Officer, Farm Credit Administration, McLean, VA 22102-5090.

**Exemptions Promulgated for the System:**

None.

**History:**

Federal Register Vol. 64, No. 100/ Tuesday, May 25, 1999  
page 21875

Vol. 70, No. 183 / Thursday, September 22, 2005, page  
55621

Dated: July 28, 2020.

Dale Aultman,  
Secretary,  
Farm Credit Administration Board.